



اوتوريٽي كېڤسائن كسلامتن
كصيتن دان عالم سكيتر
Safety, Health and Environment
National Authority

NOTE TO INDUSTRY (NTI)

TOPIC SELF-ASSESSMENT CHECKLIST: WORKPLACE SAFETY AND HEALTH MANAGEMENT SYSTEM				Reference Number 2025/NTI/12
Approved by: Director of Compliance and International Division	Endorsed by: Acting Chief Executive Officer (CEO)	Issue date: 29 September 2025	Expiry date: None	Revision No: 1.0

Purpose: This Note to Industry (NTI) serves as a notice to inform all relevant stakeholders, particularly employers and occupiers, of the Self-Assessment Checklist developed by the Safety, Health and Environment National Authority (SHENA) for the Workplace Safety and Health Management System in reference to the SHENA's Code of Practice: Workplace Safety and Health Management System (SHENA/CID/COP/3-222).

As part of SHENA's initiative to raise awareness of workplace safety and health and improve compliance levels across workplaces in Brunei Darussalam, SHENA has developed a [Self-Assessment Checklist for the Workplace Safety and Health Management System](#). This checklist is designed for use by all relevant workplaces in Brunei Darussalam and aims to serve as a tool to facilitate the effective implementation of safety and health management systems.

In its initial implementation, SHENA requests that the workplaces that fall within the following categories complete and submit this Self-Assessment Checklist provided:

- Construction worksite;
- Factories engaged in the processing or manufacturing of petroleum, petroleum products, petrochemicals, or petrochemical products;
- Factories engaged in the manufacturing of semiconductor wafers; and
- Factories engaged in the manufacturing of fabricated metal products, machinery or equipment, in which one hundred (100) or more persons are employed.

Workplaces are required to use the checklist to verify the status of this requirement and to **submit the completed checklist to SHENA within one (1) month of the date** of this NTI using the QR Code/link provided below:



<https://qr.shenabrunei.info/subsacwshms>

A copy of the completed Self-Assessment Checklist should be kept and maintained by the company or at the worksite. SHENA inspectors may review this checklist during any regulatory inspections or monitoring visits

SHENA would like to reiterate that the Self-Assessment Checklist serves only as a guide and should not be construed as implying any liability. Additionally, it should not be taken to encompass all the responsibilities and obligations of Principals, Occupiers, Employers, Employees, and Self-employed persons under the law.

SHENA requests the cooperation of all relevant stakeholders in ensuring Brunei Darussalam is a safe place to work and live.

Should there be any further clarifications, please email your enquiries to cid@shena.gov.bn or contact the SHENA Office general line at +673 272 2200 during office hours.

END